

Wellington Parks Advisory Board Meeting

Minutes – April 19th, 2016

The meeting of the Parks Advisory Board was called to order by Chairman Jack Brinkhoff at 6:31 p.m., April 19th, 2016 at the Leeper Center, 3800 Wilson Ave., Wellington, CO.

MEMBERS PRESENT: Jack Brinkhoff, Angie Billington, JC Cox, Sarah Rice, Tim Singewald and Kathy Wydallis

MEMBERS ABSENT: Lorilyn Bockelman

PRESIDING: Chairman – Jack Brinkhoff/Temporary Chairman – Sarah Rice

ALSO PRESENT: Peter Pronko– Wellington Main Street president & Wellington business owner; Sandra Wolf – Wellington Main Street member, business owner & new skate park proponent; Lynette Deuschele – Wellington resident & Playful City/WCP Grand Opening committee member; Jimmy Miller – Wellington Public Works Superintendent; Larry Lorentzen – Wellington Town Administrator; Ryan Abbott – Wellington Assistant Town Administrator; Shane Armstrong – Assistant to the Director, Wellington Main Street Program; Joe Hutchinson – Wellington Main Street member; and Ted Gantek – Wellington resident.

1. Recommendation for new Chairman

CHAIRMAN JACK BRINKHOFF MOVED AND MEMBER TIM SINGEWALD SECONDED the nomination of Member Lorilyn Bockelman to be the new chairman of the Parks Advisory Board. There were no other nominations. Member Bockelman's nomination was approved unanimously. Chairman Jack Brinkhoff officially resigned from the PAB and Member Sarah Rice was appointed temporary chairman.

2. Public to be Heard on Non-Agenda Items

Peter Pronko, as president of Wellington Main Street Program, offered Main Street's assistance in the relocation of the skate park in Centennial Park due to the Program's interest in redeveloping Centennial Park on Cleveland Ave. A motion approved at a recent Main Street meeting included: facilitating relocation (even out of Main Street's normal district), assisting with the conceptual design and assisting with obtaining funding. (Wellington Main Street motion is attached to these minutes.) He then turned the discussion over to Shane Armstrong.

Mr. Armstrong, in researching skate parks in other Wellington-sized towns, has made connections with the people in Milliken, Colorado who had been directly involved in Milliken's new skate park. He has been given access to their GOCO grant application and their techniques for involving the residents through student and local business leadership teams. The time frame for Milliken – from approval at their Town Board to the opening of the skate park – was 18 months. Mr. Armstrong was attending the PAB meeting this evening to ask for the PAB's 'blessing' to lead and begin the process to develop a new skate park and also for the PAB's collaboration, mostly in the area of being a liaison with the Town Trustees.

Member Singewald suggested that Mr. Armstrong head a 'skate park committee' to begin promoting the skate park with the community and to keep the PAB updated.

Member Billington mentioned that the Leeper Center will be available the evenings of the third Tuesday of every other month as soon as the PAB goes to an every other month meeting schedule. As a member of the PAB's grant committee, she offered her assistance and also suggested that Christie Brucher at Wellington Middle School be contacted in regards to forming a student-leadership team. Chairman Rice and Member Billington expressed their approval as the PAB exists to help and collaborate with community-initiated efforts in park development.

Member Wydallis asked attendee, Sandra Wolf, if she was in accord with Mr. Armstrong's plans. Mrs. Wolf responded that she was and was already working with Mrs. Brucher at Wellington Middle School. Member Singewald said that the PAB has money for projects - like a new skate park - and also for matching funds needed for grants, and suggested that the money be requested in a timely manner. He also hoped that the skate park development would not interfere with Mr. Armstrong's paid position with Wellington Main Street Program. Mr. Armstrong acknowledged that his position with Wellington Main Street was his first responsibility.

When public input was requested, Larry Lorentzen reminded the PAB members that if the site off of Ronald Reagan was to be considered for the new skate park, the PAB would need to take another look at the Master Plan as no skate park was currently included as an option and the design would need to take the rest of the park area into account. He also responded to a concern about an adjacent plot approved for use by the Jacob Center's Mini Bike program. The Mini Bike program only requires a 30 day notice if the land will no longer be available to them.

MEMBER SINGEWALD MOVED AND MEMBER BILLINGTON SECONDED a motion to develop a skate park committee and to appoint Shane Armstrong as chairman. The motion passed unanimously.

Ted Gantek, a resident of Park Meadows subdivision, proposed cleaning up and beautifying the detention pond off of Wood Lake St. in Park Meadows. His idea was to plant native flowers, shrubs and trees, establish an interpretive trail, put in an osprey nesting platform, bat houses, a butterfly garden and similar things to establish a mini-wildlife/native plant habitat. He has contacted CSU's landscape architecture dept. and can have students design a plan for ~\$300-\$600. Grants from the Audubon Society and Nat'l Wildlife Society are possibly available. He believes that the local 4-H clubs, Boys & Girls Club, Scout troops and garden clubs could be organized to mow the grass & weeds and also maintain the flower gardens. (As the possibility of turning the detention pond - for flood control and only intermittently full of water - into a retention pond - with a constant water level - is extremely unlikely due to water regulations, his ideas of establishing a fish habitat or winter ice skating lake were considered not feasible per Mr. Lorentzen. Also, Jimmy Miller of Public Works said that mosquito mitigation in the Park Meadows area relies on the continually running water through this detention pond.)

The PAB was supportive and enthusiastic about Mr. Gantek's vision and suggested he start by meeting with Mr. Lorentzen and Ryan Abbott to find out the legal limits of his ideas. Although according to Mr. Lorentzen, the Town of Wellington does not have specific funds for beautifying subdivisions' ponds, Member Singewald suggested that if the Park Meadows HOA raised or allotted money towards an interpretive trail, the PAB could possibly help with matching funds. He also believed the Colorado Game and Fish/Wildlife Dept. could be of some assistance.

Mr. Gantek will be organizing an on-site field trip to the area for PAB members and other interested parties.

3. Approval of Minutes

MEMBER SINGEWALD MOVED AND MEMBER COX SECONDED to approve the minutes from the March 15th, 2016 meeting. Roll call was taken and the motion was approved unanimously.

4. Staff update

Larry Lorentzen brought a copy of the flyer announcing the Grand Opening of the Wellington Community Park. It was scheduled go out in the next water bill if there were no corrections. There were none.

Member Singewald had questions on how information regarding the Grand Opening was going to disseminated to the community as some people pay their water bill on-line, and others do not go on FaceBook or access the Town website. He suggested some "sandwich board" signs to be put around town.

Chairman Rice will be promoting the Grand Opening via social media. She will also be contacting the North Forty newspaper and the Wellington Chamber of Commerce.

Member Cox will contact the schools to have the information added to school newsletters.

Member Billington will contact the Boys & Girls Club and local churches.

Shane Armstrong volunteered to deliver flyers to Main Street businesses.

Mr. Lorentzen will make 100 copies available at Town Hall, will email the PAB members a copy, and will do a press release for the Coloradoan. He will order sandwich board-sized ads when someone gives him the dimensions of the sandwich boards.

Mr. Lorentzen introduced Ryan Abbott, the new Assistant Town Administrator. Park questions can be referred directly to Mr. Abbott. His email address is abbotttrd@wellingtoncolorado.gov.

There was a discussion about the Friends of the Parks, 501(c)3 status. There seemed to be a minor legal glitch that the Town Attorney was working on, but the organization can proceed with fundraising efforts.

The trail through Boxelder Commons is almost completely finished.

Park Meadows Park has had a bike rack installed. (Every park in Wellington now has a bike rack.) The mystery of the 'horse' replacing the 'frog' playground equipment was brought up again. Jimmy Miller said that Public Works has money to repair/replace the temporary 'horse,' but the 'frog' is no longer available. Member Billington offered to help research an appropriate replacement.

There was a discussion on having a pre-approved list of replacement park & playground equipment, so that in the future, Mr. Miller can contact the PAB and order replacement parts to repair damaged equipment without having to have every little 'frog' purchase approved by the Town Trustees. This would only be for repairs or replacement of existing equipment. New park or playground equipment will need to be presented to and ok'd by the Town Trustees. The PAB does not actually have any money; just a budget as a guideline. This equipment list will be discussed at a future meeting.

Member Singewald updated the PAB on an as-yet unscheduled Fishing Day, organized in conjunction with Nancy Howard of Colorado Game & Fish, at Town-owned ponds in the subdivisions east of I-25. Game & Fish will stock for free any Town-owned ponds that are available for public fishing with a variety of species appropriate to the size of the pond. There is some question on whether or not fishing licenses would be necessary for fishing at the ponds on days other than the Game & Fish-sponsored Fishing Day. Mr. Lorentzen said the "No Fishing" signs can be removed and replaced with "Catch and Release" signs.

Member Billington commented on how a Fishing Derby, Learn to Fish/Fishing Day would fulfill a Playful City/Play Day requirement.

Member Singewald will follow up with Nancy Howard on setting a date. Game & Fish supply the poles and tackle and instructors. (Mr. Miller requested that the date not be before May 15th as there is not much water in the ponds before that date.) Game & Fish has also offered to run an Archery Day at another time. Mr. Lorentzen will check if local weapons ordinances would allow for archery lessons within the Town of Wellington.

Joe Hutchinson asked about the water quality of the ponds. Member Singewald believes that Game & Fish would check before stocking the ponds.

Mr. Lorentzen will be meeting with Ted Johnson of ECI this week. He believes that the week of May 9th will be the week for making repairs at Wellington Community Park. He asked for any specific requests and was reminded he had a long list from the PAB emailed after the March 15th PAB meeting.

Member Rice was concerned that the multi-purpose field between the dog park and the playgrounds was not flat and level. In her opinion, it looks too uneven to play soccer or volleyball. Mr. Lorentzen will check on it.

Member Singewald asked that Bath Landscape clean up an area on the north side of the park. Some of the mess belongs to the Town and it will be brought to ECI's attention and be cleaned up before the Opening. He also had noticed some trees had been damaged and/or leaning. Mr. Miller will take a look at them to see what can be done.

5. Old Business

a) Trail Discussion

Larry Lorentzen indicated that Ryan Abbott will be generating an RFP for trail surveys to get legal descriptions of easements and alignment for the trail segment running from Jefferson St. to Washington. The RFP will probably be done before the May 17th PAB meeting. The Town of Wellington will be paying for this RFP. (The PAB had approved using up to \$30,000 out of the PAB budget for the Trail RFP at the last PAB meeting. That amount is back in the PAB budget to use as matching funds for some future project/grant/RFP.) The tentative plan is to buy the properties and/or negotiate easements and right-of-ways in 2017 and construct the trail in 2018. There are four property owners involved plus the railroad.

Member Singewald wondered if the Wellington Pointe and Wellington West subdivisions' HOAs might contribute to the portions of the trail adjacent to their neighborhoods. Mr. Lorentzen said that will be brought up to the HOAs when the route of the trail is finalized. The route has changed at least three times in the recent past.

The discussion pivoted back to Wellington Community Park issues with Members Singewald and Billington reminding Mr. Lorentzen that members of the community have expressed an interest in tennis and soccer lessons or clinics. Mr. Abbott will contact Jake Raynolds of Parks and Recreation to see how these lessons can be accommodated through the existing recreation scheduling system. Chairman Rice requested that signs and caution tape be put up during ECI's week of repairs at the Splash Pad and playgrounds.

b) Wellington Grand Opening Update

Member Cox has contacted multiple food vendors – Kono Ice, Human Bean, Schmickel's hotdogs – and has dismissed the plan for the PAB to run a grill. The water/dunk tank has been reserved and the Wellington Fire Dept. will be on hand to fill the tank and provide other entertainment. Still on the "To-Do" list is finding volunteers for the dunk tank, notifying the Sheriff's Dept. and finding sponsors now that the 501(c)3 is up and running.

Food vendors will need to provide the Town with their Health Dept. certifications, and Mr. Lorentzen needs a list of participating vendors as he is required to provide a list of the vendors to the Health Dept. before the Grand Opening. The food vendors will not be charged a fee by the Town to set up their booths for this event. Additional food vendors were suggested by members and included Austin's Tacos and the corn dog vendor at the Brewery. The Community Activities Committee might also be able to provide suggestions. A previous plan to have a beer garden has been discarded as the Grand Opening is from 10am to noon...not prime beer-drinking time.

Ideas were tossed around regarding parking for the Grand Opening. No decisions were made, but it will be helpful for future park events to see what traffic and parking problems arise.

So far, only Mayor Jack Brinkhoff and Wendell Nelson of the Chamber of Commerce are scheduled to speak at the ribbon-cutting at 10am. Member Lorilyn Bockelman has been looking into getting more speakers.

Member Singewald suggested extra trash cans and to double check that the sprinklers are not scheduled to go on during the morning of June 4th.

Member Billington has booked Razzle Dazzle, face-painters. Face-painting will be offered to kids for free. The Town will pay Razzle Dazzle.

c) Friends of the Parks 501(c)3 Update

Member Billington said that at the next Friends of the Parks meeting the dunk tank fund-raising project will be discussed along with any remaining legal issues. Mr. Lorentzen volunteered Mr. Abbott to attend the meeting which will be held next week at the Wellington Grill.

6. New Business

a) Discussion on Budget Priorities for 2016

Chairman Rice had prepared a list of budget items to discuss and prioritize. A copy of that list is attached. Due to the length of the meeting, the list was reviewed quickly with numerous items to be introduced again at the next PAB meeting.

In answer to Chairman Rice's first two concerns, no more money is needed at the moment for either the Grand Opening or for the sponsorship/memorial plaques at Wellington Community Park.

Extra amenities for the dog park were considered low priority. A shade structure, benches, water station and poop scoop station are sufficient for now. There was a question on whether or not gravel was part of the initial plans.

The location of a future concrete trail connecting the WCP trail with the ball fields will be decided when it becomes obvious where people are cutting across the grass.

A sandlot/sandbox playground near the ball fields was considered to be a top priority. It would provide a place for children to play while other family members are participating in or watching ball games and would also fulfill an ADA goal.

Other high priority items were benches or boulders along the trails, especially near the future Veteran's Memorial area and next to the batting cages, and more trail lighting.

The old BMX track was ruined during exceptionally high water in Boxelder Creek a few years ago. The water exposed old barbed wire and other hazardous junk. This time of the year, the water is still high, but Mr. Lorentzen and Mr. Miller will look into what can be done to restore the track, and efforts will then be made to involve the community in the restoration.

Chairman Rice asked for Mr. Lorentzen to clarify what signs the Town will be putting up in the new park. Mr. Lorentzen confirmed the responsibility of the Town in paying for and putting up rules & regulation signs in the dog park, tennis courts and ball field. The Town will also be putting in directional signs for the new park at strategic intersections – probably at Cleveland and 6th, Washington and 6th, Washington and Co. Rd. 9, and on Hwy 1.

A request for two more Playful City signs had been made by Member Lorilyn Bockelman. Currently, there are two signs bracketing downtown Wellington on Cleveland. The new signs could be installed on the east side of the interstate, at the underpass, or at appropriate spots on the north or south sides of town. Mr. Lorentzen said the cost was low enough that the PAB did not need to take this request to the Town Trustees.

MEMBER SINGEWALD MOVED AND MEMBER BILLINGTON SECONDED a motion to approve the purchase of two Playful City signs at the cost of ~\$200. The motion passed unanimously.

Chairman Rice clarified that the money the PAB had approved for the Trail RFP was not needed as the Town was covering the cost. The \$30,000 is now considered back in the Matching Funds for Grants part of the PAB budget.

Member Billington had looked into the price of shade structures as Park Meadows Park could really use some shade over its 8' picnic table. Mr. Abbott will look into the current prices of shade structures and inform the PAB at the next meeting.

Bike racks are now available at every park. Centennial Park's bike rack is near the Boys & Girls Club. For now, the bike rack decisions at Centennial Park will be left to the Main Street Program so its efforts are not duplicated or at odds with the PAB's.

The needs of Library Park, Park Meadows Park & Wellville Park will be tabled to another meeting. Bleachers for Viewpointe Park were deemed unnecessary as there is a sloped bank for seating. The score boards at the old ball fields at Library Park are still in decent working condition.

Checking on the status of the updated disc golf course map was also tabled until Member Bockelman returns and can speak with the family that is doing the updating.

Helping Main Street with matching funds for projects in Centennial Park was briefly mentioned and generally met with approval.

The Veteran's Memorial project will be a project for the future and will probably be funded by donations.

PRIORITIES

#1 - the sandlot/tot lot at the ball fields. Member Billington will ask Jake Reynolds to find out the age of the children who will most likely be using it. There are tot lot plans from the original BHA design for an idea of the possible cost.

#2 - at least one shade structure for Park Meadows Park.

#3 - the Playful City signs.

#4 - benches or boulders for the trail and sensible places in Wellington Community Park.

b) Signage in and to Wellington Community Park

This issue was discussed earlier in the meeting.

c) Main Street Program and Skate Park

This discussion took place at the beginning of the meeting.

d) KaBOOM! Grant Opportunity

The grant is for \$20,000 for a two minute video/jingle/commercial on how we play in our community's parks. The deadline is in two weeks on May 5th, 2016. Member Billington will contact Julianne Harvey who recently made a video about Centennial Park. She volunteered to enlist her daughter's help if editing is needed.

Member Billington is hoping to borrow the Imagination Playground set from the Ft. Collins Discovery Center/Science Museum for the Grand Opening. She believes this would be a good KaBOOM! grant to apply for in the near future.

The next PAB meeting is scheduled for May 17th, 2016.

MEMBER SINGEWALD MOVED AND MEMBER WYDALLIS SECONDED the motion to adjourn the meeting. The motion was approved unanimously and the meeting was adjourned at 8:45pm.

Submitted by:

A handwritten signature in cursive script, appearing to read "Kathy Wydallis".

Kathy Wydallis, Secretary

Main Street Motion passed by the BOD on April 13, 2016 regarding the Centennial Skate Board Park and its possible relocation.

"The Board gives direction to the Executive Director to facilitate the existing Centennial Park skate park relocation to another location, which could be potentially out of the Main Street purview, in order to facilitate the Centennial Park redesign and implementation on Cleveland Avenue. The MS involvement could include conceptual design as well as assisting with the obtaining of financing."

Budget items to review and prioritize for 2016

The Budget for Wellington Parks Advisory Board has been set firmly at \$80,000. Below is a list of items to discuss and prioritize for this year concerning those funds.

Wellington Community Park Grand Opening Party-

- Money has been allocated for this. Do we need additional funds?

Plaques for Wellington Community Park-

- Money has been allocated for this. Do we need additional funds?

Things to finish at Wellington Community Park-

- Dog Park launch pad/toys
- Tennis Court Backboard
- Trail lighting filled in
- Trail benches
- Playground by ball fields
- BMX track

Signage for Wellington Community Park-

- We need signs for:
 - Dog park
 - Tennis Court
 - Baseball Fields
 - Municipal area
 - We are under the impression that all of this signage is coming out of the Town budget. We need Larry to confirm.

Playful City Signage –

- We'd like to purchase two additional Playful City Signs.
 - Guess on price is \$50 -\$100 per sign.

Trail Master Plan -

- The city has put in \$50K toward design to figure out trail easements. Also, Larry is planning on additional town funds to put toward development of the first section of trails in town. Do we still want to set aside trail master plan money?

Shade Structures- Park Meadows -

Grant matching for Centennial Playground-

Bike Racks: Centennial Park, throughout all town parks, etc.

Library Park?

- What items are needed

Park Meadows?

- What items are needed

Wellville Park?

- What items are needed

Bleachers at Viewpointe Park – This had been brought up at one point. Is this important?

GRASP recommended updating the disc course map due to not reflecting current course layout. Has this been fixed?

Score Board at Softball Fields?

- Current score boards are not working

Town has paid for the following:

- Rule Signage for all Parks –
- ADA transitions per GRASP recommendation (ramps into playground) - Review Viewpointe and Park meadows –